



## **Arlington Contributory Retirement Board**

Date: July 28, 2017

Time: 4:30 PM

Location: Senior Center First Floor Conference Room

### **Minutes**

**Board Members present:** Chairman John Bilafer, Richard Keshian, Kenneth Steele, Kenneth Hughes and Richard Viscay

### **Call to order Regular Monthly Meeting**

Chairman Bilafer called the regular meeting to order at 4:30 P.M

### **Motion and vote to approve Expense Warrant 13 and Payroll Warrant July 2017**

After review and discussion, Mr. Steele made a motion to approve the Expense Warrants 13 for 2017 and the July 2017 Payroll Warrants for payment, seconded by Mr. Hughes. The motion was approved by unanimous vote

### **Motion and vote to approve Minutes for June 29, 2017**

After review and discussion Mr. Hughes made a motion to approve the June 29, 2017 Minutes, seconded by Mr. Viscay. The motion was approved by unanimous vote.

### **Motion and vote to approve May 2017 Trial Balances**

After review and discussion Mr. Steele made a motion to approve the May 2017 Trial Balance, seconded by Mr. Hughes. The motion was approved by unanimous vote

### **Motion to approve new town members**

After review and discussion Mr. Steele made a motion to approve the new town employees list below, seconded by Mr. Hughes. The motion was approved by unanimous vote

<b><u>Name</u></b>	<b><u>Date of Membership</u></b>	<b><u>Percentage</u></b>	<b><u>Position</u></b>
Alexander Caterino	07-09-2017	9+2%	Firefighter
Michael Curran	07-09-2017	9+2%	Firefighter
Robert Marshall	07-09-2017	9+2%	Firefighter
Jagjeet Gandhi	07-01-2017	9+2%	Receptionist COA
Richard Pigott	06-28-2017	9+2%	Custodian

**Motion and vote a rollover of accumulated deductions for Bridget Kearney in the amount of \$ 1,454.75. Ms Kearney had 9 months of creditable service working for the School Department as a Teacher Assistant**

After review and discussion Mr. Viscay made a motion to approve the rollover of accumulated deductions for Bridget Kearney, seconded by Mr. Steele. The motion was approved by unanimous vote

**Motion and vote a refund of accumulated deductions for Laura W. Bergan in the amount of \$ 482.25. Ms Bergan had 0 months of creditable service working for the School Department as a Teacher Assistant**

After review and discussion Mr. Viscay made a motion to approve the refund of accumulated deductions for Ms. Laura Bergan, seconded by Mr. Steele. The motion was approved by unanimous vote

**Motion and vote a refund of accumulated deductions for Meghan A. Milner-Hubbard in the amount of \$ 4,051.37. Ms Milner- Hubbard had 2 years and 8 months of creditable service working for the School Department as a Teacher Assistant**

After review and discussion Mr. Viscay made a motion to approve the refund of accumulated deductions for Ms Milner-Hubbard, seconded by Mr. Steele. The motion was approved by unanimous vote

**Motion and vote a refund of accumulated deductions for Diane Jackson in the amount of \$ 17,586.51. Ms Jackson had 6 years and 9 months of creditable service working for the School Department as a Teacher Assistant**

After review and discussion Mr. Viscay made a motion to approve the refund of accumulated deductions for Ms Milner-Hubbard, seconded by Mr. Steele. The motion was approved by unanimous vote

**Motion and vote a refund of accumulated deductions for Deanna Assad in the amount of \$ 5,561.54. Ms Assad had 3 years of creditable service working for the School Department as a Teacher Assistant**

After review and discussion Mr. Viscay made a motion to approve the refund of accumulated deductions for Ms Assad, seconded by Mr. Steele. The motion was approved by unanimous vote

**Motion and vote a refund of accumulated deductions for Mateo Williams in the amount of \$ 650.73. Mr. Williams had 4 months of creditable service working for the School Department as a Teacher Assistant**

After review and discussion Mr. Viscay made a motion to approve the refund of accumulated deductions for Mr. Williams, seconded by Mr. Steele. The motion was approved by unanimous vote

**Motion and Vote Election Results**

Mr. Steele made a motion to approve Mr Bilafer and Mr. Hughes as the Two Elected Members with the terms of August 1, 2017 to July 31, 2020. Mr. Bilafer and Mr. Hughes were the only two members or retirees to return nomination papers to the Election Officer Mr. Greco, seconded by Mr. Viscay. The motion was approved by 3-0 vote, Mr. Bilafer and Hughes abstained.

**Adjourn**

At 5:30 PM Mr. Steele made a motion to adjourn the meeting, seconded by Mr. Viscay. The motion was approved by unanimous vote

**Respectfully submitted,**

**Richard S. Greco**  
**Retirement Administrator**

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**John J. Bilafer, Chairman and Elected**

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**Richard Keshian, Appointed**

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**Ken Steele, Board Appointed**

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**Kenneth Hughes, Elected**

Richard Viscay, Comptroller, Ex-Officio